



City of Houston
Houston Police Department
Traffic Control Personnel Application



To contact us:

Houston Police Department, Special Operations Division – Traffic Control Personnel Application

Attention: Traffic Control Liaison

PHONE: 832-394-0027

FAX: 832-394-0008

Email: TrafficLiaison@houstonpolice.org

Please provide the following information to process your request for traffic control personnel. ***USE ONE FORM FOR EACH LOCATION. A MINIMUM OF TEN BUSINESS DAYS NOTICE IS REQUIRED.***

Name of building / location: _____

Address: _____

Key map page & number: _____ Type of Business (i.e. garage, church, etc.): _____

Requested dates: FROM: _____ TO: _____

Requested times: FROM: _____ TO: _____

Where will officer(s) be posted during assignments (explain): _____

If sidewalk is affected, please explain: _____

Briefly explain duties of the traffic control personnel: _____

Number of traffic controllers needed for each day: _____

Applicant's Name: _____

Title: _____

Contact Number: _____

E-mail address: _____

Fax Number: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

I HAVE READ THE ORDINANCE AND GUIDELINES. I UNDERSTAND THAT I AM RESPONSIBLE FOR MAKING SURE ALL LAW ENFORCEMENT PERSONNEL WORKING THIS JOB UNDERSTAND AND ABIDE BY THIS ORDINANCE AND GUIDELINES.

LAW ENFORCEMENT OFFICER COORDINATING JOB: _____ / _____
Print Name Signature

AGENCY: _____ CONTACT NUMBER: _____

Applications **must be submitted with a drawing** and a written version of the location of each officer assigned to direct traffic. Send or fax to HPD Special Operations Division – Traffic Liaison located at 1900 Rusk. Submission of the application does not provide the applicant authority or permission to assign traffic control personnel to the location. Only an approved permit issued by the Houston Police Department Records Division enables such action to occur.

Signature of Applicant

Date

(For Office Use Only)

APPROVED / DENIED by: HPD Special Operations: _____
Public Works Traffic Engineering: _____

Date: _____

DISTRICT / BEAT: _____